

Monthly Report

October 1, 2007 through October 31, 2007

Project Title

Montana Department of Transportation (MDT) One Stop Shop for Traveler Information

Principal Investigator

Michael Berman
Program Manager
PBS&J

Research Assistants

The work performed under this contract has been performed by PBS&J with the assistance of our subcontractors, Current Transportation Solutions and ETC Institute.

Introduction

This monthly report covers the period from October 1, 2007 through October 31, 2007. During that month, the PBS&J team continued work on the implementation plan, and began planning for a change in Principal Investigator, pending approval from MDT.

The next section provides an overview of the project objective. The report then provides an overview of the progress completed during the previous month, and compares anticipated budget and work to the project schedule.

Project Objective

The objective of this project is to develop an implementation plan for a one-stop shop for traveler information, with a focus on traveler information needs for the transportation-disadvantaged, including the elderly, disabled, and poor. In addition, the plan should address traveler information needs for tourists.

Work Progress

We performed the following tasks:

- Continued developing the implementation plan from the previous research conducted by the project team.

Issues

On October 30, 2007, the current Principal Investigator, Michael Berman, informed PBS&J management of his intention to leave PBS&J to pursue other opportunities. His

last day of work with PBS&J will be Friday, November 16. PBS&J management developed an internal transition plan, and Mr. Berman informed MDT staff of his plans the following week. PBS&J has submitted a formal request to change the principal investigator, which is now under review by MDT. The requested change will have no impact on the budget, but will affect the schedule. As a result, PBS&J has also submitted a request to extend the contract duration through March 2008.

Major Accomplishments or Discoveries

The major accomplishment this month was the ongoing work on the implementation plan.

Work Projection

During the next month, we plan to complete the following activities:

- Complete the transition to a new Principal Investigator.
- Continue work on the draft implementation plan.

Financial Report

Table 1 on the following page shows the current financial status of the project as of the end of September, 2007. Note that the financial summary lags behind the progress report by one month.

Table 1: One-Stop Shop Financial Summary

Task	Initial Cost	Expended to Date	Percent Expended	Amount Remaining	Percent Remaining	Estimated Percent Complete
Finalize Research Plan	\$ 7,318	\$ 5,680	77.6%	\$ 1,638	22.4%	100%
Review Transportation Information Systems	\$ 8,685	\$ 6,900	79.5%	\$ 1,785	20.5%	85%
Identify Current Technologies	\$ 9,349	\$ 6,400	68.5%	\$ 2,949	31.5%	85%
Review existing MT Information Services	\$ 8,043	\$ 3,500	43.5%	\$ 4,543	56.5%	60%
Determine Public and User Needs	\$ 35,000	\$ 28,384	81.1%	\$ 6,616	18.9%	80%
Determine Additional Needs	\$ 12,753	\$ 4,000	31.4%	\$ 8,753	68.6%	45%
Determine Best Options	\$ 4,559	\$ 1,678	36.8%	\$ 2,881	63.2%	35%
Recommend Implementation Approach	\$ 3,757	\$ 3,650	97.1%	\$ 107	2.9%	99%
Review Funding Options	\$ 3,446	\$ 3,283	95.3%	\$ 163	4.7%	95%
Review TranPlan 21	\$ 2,075	\$ 2,044	98.5%	\$ 31	1.5%	100%
Implementation Plan	\$ 16,344	\$ 6,316	38.6%	\$ 10,028	61.4%	28%
Kick-Off Meeting	\$ 4,961	\$ 4,274	86.2%	\$ 687	13.8%	100%
Mid-Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Final Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Project Summary Report	\$ 1,335	\$ -	0.0%	\$ 1,335	100.0%	
Monthly Progress Reports	\$ 3,414	\$ 3,298	96.6%	\$ 116	3.4%	63%
Total	\$ 130,963	\$ 79,408	60.6%	\$ 51,555	39.4%	
		Actual	Projected			
State Fiscal Year 2007 Expenditures	\$	53,087	\$ 117,276			
Federal Fiscal Year 2007 Expenditures	\$	79,408	\$ 130,963			
State Fiscal Year 2008 Expenditures	\$	26,322	\$ 13,688			
Federal Fiscal Year 2008 Expenditures	\$	-	\$ -			